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PART I—Section 3

Notifications relating to Non-Statutory Rules, Regulations, Orders and Resolution issued by the Ministry of Defence

MINISTRY OF DEFENCE

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NOTIFICATION

No. 2455, dated 29th Nov. 1960.—In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President hereby makes the following rules regulating the recruitment to the Indian Ordnance Factories Service, Class I, namely:—

RULES

1. For the purpose of these Rules—

- (a) "Government" means the Government of India.
- (b) "The Commission" means the Union Public Service Commission.
- (c) "The Service" means the Indian Ordnance Factories Service, Class I, particulars in respect of which are given in Appendices IV and V.

2. A competitive examination for admission to the Service shall be held in India at such time and places as may be prescribed in the Notice issued by the Commission. Every such notice will, when possible, announce the number of vacancies to be filled on the result of the examination.

3. If the examination held of these Rules is a combined examination for the purpose of making appointments to more than one Service or Department, the following provision shall apply:—

- (a) Any person may apply to be admitted as a candidate for appointment in all or any of these Services or Departments for which he is eligible. If he wishes to compete for appointment in more than one Service or Department, he shall state in his application form which Services or Departments he wishes to compete for and the order of his preference for them, and in such case only one application form will be necessary and one payment of the fees referred to in rule 13 (and Appendix III) will be sufficient.
- (b) Government shall assign successful candidates to each Service or Department on a consideration of all circumstances including any personal preference expressed by the candidate.

4. A candidate must apply to be admitted to the examination before such date, in such manner, and in such form as the Commission may prescribe.

5. A candidate must be either—

- (i) a citizen of India; or
- (ii) a subject of Sikkim; or
- (iii) a subject of Nepal or of a Portuguese or a former French possession in India; or
- (iv) a person of Indian Origin who has migrated from Pakistan with the intention of permanently settling in India.

NOTE 1.—The appointment of candidates in categories (iii) and (iv) above will be subject to the issue of certificates of eligibility in their favour by the Government of India. The certificate of eligibility in respect of a candidate belonging to category (iv) will be valid only for a period of one year from the date of his appointment beyond which he would be retained in service only if he has become a citizen of India.

Certificates of eligibility will not, however, be necessary in the case of candidates belonging to any one of the following categories:—

- (i) Persons who migrated to India from Pakistan before the 19th July 1948 and have ordinarily been residing in India since then.
- (ii) Persons who migrated to India from Pakistan after the 18th July 1948 and have got themselves registered as citizens under Article 6 of the Constitution.
- (iii) Non-citizens of categories (iii) and (iv) above who entered service under the Government of India before the commencement of the Constitution, viz., the 26th January, 1950 and who have continued in such service since then. Any such person who re-entered or may re-enter such service with break after the 26th January 1950, will, however, require certificate of eligibility in the usual way.

NOTE 2.—A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination and he may also be provisionally appointed subject to the necessary certificate being eventually issued in his favour by Government.

6. (a) No male candidate who has more than one wife living shall be eligible for appointment to any of the Services appointments to which are made on the results of this competitive examination unless the Government of India after being satisfied that there are special grounds for doing so, exempt any male candidate from the operation of this rule.

(b) No female candidate who has married a person having already a wife living shall be eligible for appointment to any of the Services appointments to which are made on the results of this competitive examination unless the Government of India after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule.

7. On the date prescribed by the Commission in their Notice of the examination issued under Rule 2, a candidate must have attained the age of 20 and must not have attained the age of 25, provided that the upper age limit of 25 will be relaxable upto 30 in the case of candidates who hold substantively permanent appointments at the Ordnance Factories, such relaxation being limited to three examinations only.

Departmental candidates must obtain previous permission of the Head of the Department to appear for the examination.

NOTE.—The upper age limits prescribed above will be relaxable:—

- (i) Upto a maximum of five years if a candidate belongs to a Scheduled Caste or a Scheduled Tribe.
- (ii) Upto a maximum of three years if a candidate is a *bona fide* displaced person from Pakistan. This concession will not, however, be admissible to a candidate who has already appeared at five previous examinations or, in the case of those employed at the Ordnance Factories, at eight previous examinations.
- (iii) Upto a maximum of eight years if a candidate belongs to a Scheduled Caste or a Scheduled Tribe and is also a *bona fide* displaced person from Pakistan. This concession will not, however be admissible to a candidate who has already appeared at ten previous examinations or, in the case of those employed at the Ordnance Factories, at thirteen previous examinations.

- (iv) Upto a maximum of three years if a candidate is a resident of the former French Settlements which have now become part of India and has been receiving his education through the medium of French.
- (v) Upto a maximum of 4 years if a candidate belongs to the Andaman and Nicobar Islands.

N.B.—Candidates who are admitted to the examination under the age concession mentioned in paragraph 7 above will not be eligible for appointment if after submitting the applications, they resign from service either before or after taking the examination. They will, however, continue to be eligible if they are retrenched from the service or post after submitting the applications.

SAVE AS PROVIDED ABOVE THE AGE LIMITS PRESCRIBED CAN IN NO CASE BE RELAXED

8. A candidate must have—

- (a) obtained a degree in Engineering from any University incorporated by an Act of the Central or of a State Legislature in India; or
- (b) passed Sections A and B of the Associate Membership Examination of the Institution of Engineers (India) or have any other educational qualifications, excepting a B.E. degree (Tele-communication) awarded by Indian universities, recognised by that institution as exempting from passing these Sections; or
- (c) obtained an engineering degree of one of the universities mentioned in Appendix I under the conditions prescribed in that Appendix; or
- (d) passed the Honours Diploma examination in Civil, Mechanical or Electrical Engineering of the Loughborough College, Leicestershire, provided the candidate has passed the common preliminary examination or has been exempted therefrom.

NOTE I.—In exceptional cases the Commission may treat as a qualified candidate a candidate who, though he has not all or any of the qualifications prescribed in this rule, has passed examinations conducted by other institutions of a standard which in the opinion of the Commission justifies his admission to the examination.

NOTE II.—Candidates who have appeared at an examination the passing of which would render them eligible to appear at this examination, but have not been informed of the result may apply for admission to the examination. Candidates who intend to appear at such a qualifying examination may also apply, provided that the qualifying examination is completed before the commencement of this examination. Their applications will be accepted provisionally and they will be required to furnish proof of having passed the examination as soon as possible and in any case not later than two months after the commencement of the examination.

9. No candidate shall be admitted to the Examination unless he holds a certificate of admission from the Commission.

The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the examination shall be final.

10. A candidate found guilty of impersonation or of submitting fabricated documents or documents which have been tampered with or of making statements which are incorrect or false or suppressing material information or of using or attempting to use unfair means in the examination hall or otherwise resorting to any other irregular or improper means for obtaining admission to the examination, shall in addition to rendering himself liable to a criminal prosecution be debarred either permanently or for a specified period:

- (a) by the Commission from admission to any examination or appearance at any interview held by the Commission for selection of candidates; and
- (b) by the Central Government from employment under the Government.

11. No recommendations except those required in the form of application shall be taken into consideration. Any attempt on the part of a candidate to obtain support for his candidature by other means may disqualify him for admission.

12. Examinations under these Rules shall be conducted by the Commission in the manner prescribed in the regulations which form Appendix II to these Rules.

13. Candidates must pay such examination fees as Government may prescribe (see Appendix III). No claim for a refund of any of these fees will be entertained, nor can they be held in reserve for any other examination or selection.

14. (a) After every examination the Commission shall make a list of the candidates in order of their merit as disclosed by the aggregate marks finally awarded to each candidate, and in that order so many candidates upto the number of unreserved vacancies announced under rule 2 above, as are found by the Commission in their discretion to be qualified by the examination and are considered by Government or the appointing authority as the case may be to be suitable in all other respects, shall be appointed.

(b) Appointments to vacancies to be filled by members of a particular community or communities shall be made by Government or the appointing authority as the case may be, in the order of merit of the candidates belonging to the particular community or communities, provided they have qualified in the examination and are in all respects suitable for employment in the service.

(c) Success in the examination confers no right to appointment, unless Government are satisfied, after such enquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the public Service.

NOTE.—The form and manner of communication of the result of the examination to individual candidates shall be decided by the Commission in their discretion.

15. A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the discharge of his duties as an officer of the Service. A candidate who (after such physical examination as Government or the appointing authority, as the case may be may prescribe) is found not to satisfy these requirements will not be appointed. Only candidates who are likely to be considered for appointment will be physically examined.

In order to prevent disappointment candidates are advised to have themselves examined by a Government medical officer of the standing of a Civil Surgeon before applying for admission to the examination. Particulars of the nature of the physical test to which candidates will be subjected before appointment and of the standard required may be had from the Commission.

16. (a) Selected candidates shall be appointed as Assistant Works Manager, on probation, for a period of 3 years.

NOTE.—The period of probation may be reduced or extended by Government on the recommendation of the Director General, Ordnance Factories.

(b) An Assistant Works Manager, on probation, shall undergo such practical training as shall be provided by Government and may be required to pass such departmental and language tests as Government may prescribe. The language tests will include a test in Hindi.

(c) On the conclusion of his period of probation, Government will confirm the officer in his appointment. If, however, during or at the end of the period of probation his work or conduct has in the opinion of Government been unsatisfactory Government may either discharge him or extend his period of probation for such period as Government may think fit, provided that before orders of discharge are passed the officer shall be apprised by the competent authority of the grounds on which it is proposed to discharge him and given an opportunity to show cause against it.

(d) If the power to make appointments in the Service is delegated by Government to any officer that officer may exercise any of the powers of Government under this rule.

APPENDIX I

List of University degrees which will be recognised for admission to the examination [vide Rule 8 (c)].

Aberdeen.—B.Sc. Engineering (Honours or Ordinary degree).

Cambridge.—Ordinary B.A. degree in Engineering provided the graduate has passed in the principal subjects, Engineering I, Engineering II and Engineering III.

Durham.—B.Sc. in Marine Engineering.

Glasgow.—B.Sc. in Naval Architecture (Honours or Ordinary degree).

NOTE.—The above degrees will be accepted only if taken after three years' study and the passing of the regular examinations in the several Universities. The conditions as to three years' study will not, however, apply to Indians who having taken an Indian degree, which exempts them from part of the University course, shall have taken one of the above degrees in less than three years in accordance with the regulations of the University concerned.

APPENDIX II

Standard and syllabus of the Examination (vide Rule 12)

The examination will include the following subjects each of which will carry the number of marks shown against it:—

1. (a) Compulsory Subjects—

	<i>Maximum Marks</i>
(1) English (including Essay and Precis writing) ..	100
(2) General Knowledge ..	130
(3) Mechanical Engineering ..	200
(4) Applied Mechanics (including Strength of Materials and Theory of Structures) ..	200
(5) Electrical Engineering ..	200
(6) Personality Test ..	300

(b) Optional (any two subjects to be selected)—

(1) Physics (including Electricity and Magnetism)	100
(2) Applied Mathematics ..	100
(3) Surveying ..	100

NOTE I.—All papers must be answered in English.

NOTE II.—Candidates must write the papers in their own hand. In no circumstances will they be allowed the help of a scribe to write answers for them.

2. A candidate who takes Surveying as a subject must produce a certificate that he has undergone satisfactory training in Surveying, including practical surveying in a college or institution recognised by the Commission for the purpose of admission to the competitive examination for the Service. The training must be equivalent to that given in the full course for a degree or diploma in civil Engineering. The certificate must be signed by the Principal or the Head of the Department of Surveying in the College or Institution.

For this purpose the Commission will ordinarily accept a certificate from any college or institution mentioned in rule 8 of the foregoing rules or from any college which is affiliated to any University mentioned in the same paragraph. The Commission, however, reserve to themselves the power not to accept any certificate if they are satisfied that the practical training referred to therein falls short of the requirements of the Service, and their decision in the matter will be final.

3. The standard and syllabus of the examination will be such as the Commission shall prescribe.

4. The Commission have discretion to fix qualifying marks in any or all the subjects at the examination.

5. The Commission will summon at their discretion only those candidates whom they consider suitable for interview for the Personality Test.

6. Special attention will be paid in the Personality Test to assessing the candidates' capacity for leadership, initiative and intellectual curiosity, tact and other social qualities, mental and physical energy, powers of practical application and integrity of character.

7. From the marks assigned to candidate in each subject such deduction will be made as the Commission may consider necessary in order to secure that no credit is allowed for merely superficial knowledge.

8. Deductions upto 5 per cent. of the maximum marks for the written subjects will be made for illegible handwriting.

9. Credit will be given for good English orderly, effective and exact expression and due economy of words in all subjects of the examination.

APPENDIX III

FEES

(Vide Rule 13)

Candidates seeking admission to the examination must pay the following fees:—

(a) To the Commission:

(i) Re. 1/- when asking for application form and connected documents.

This amount should be paid to the Commission by Money Order. Local candidates, however, may pay cash at the counter. The Commission will not accept payment made otherwise.

(ii) Rs. 81.50 (Rs. 19.62 in the case of candidates belonging to Scheduled Castes and Scheduled Tribes) with the completed application form.

This amount should be paid by means of Treasury Receipt or CROSSED Indian Postal Orders payable to Secretary, Union Public Service Commission. The Commission will not accept payment made otherwise.

(b) To the Medical Board:

Rs. 16/- before examination by a Medical Board, if selected for appointment.

This amount should be paid in cash to the Medical Board concerned at the time of the Medical examination.

2. Once an application has been considered by the Commission and the decision communicated to the candidate, no claim from the candidate for a refund of the fee paid by him to the Commission will be entertained nor can this fee be held in reserve for any other examination or selection. If however, a candidate is not admitted to the examination by the Commission, a refund of Rs. 75/- (Rs. 18.75 in the case of candidates belonging to Scheduled Castes and Scheduled Tribes) will be made to him.

3. The Commission may at their discretion remit the prescribed fee where they are satisfied that the applicant is a *bona fide* displaced person from Pakistan and is not in a position to pay the prescribed fee. The fee of Re. 1/-, however, must be paid even by a displaced person when asking the Commission for form and this amount will be refundable to him if, on receipt of his application, his claim to be a displaced person is accepted by the Commission and his fee is remitted.

APPENDIX IV

Scales of pay of Class I Officers of the Indian Ordnance Factories Service

Designation of Post	Prescribed Pay Scale
I	2
1. Technical Staff Officer/Asstt. Works Manager	Junior Scale 350—850
2. Senior Technical Staff Officer/Senior Assistant Works Manager	Senior Scale 600—1150
3. Deputy Assistant Director General, Ordnance Factories/Works Manager.	Senior Scale 600—1150
4. Senior Deputy Asstt. Director General/Senior Works Manager	1000—50—1400
5. Assistant Director General, Ordnance Factories/Supt., Ordnance Factories	1300—60—1600
6. Supt., Ordnance Factories, Selection Grade	1600—100—1800
7. Deputy Director General, Ordnance Factories	Pay as for Selection Grade Supt. plus a special pay of Rs. 200/-
8. Director General, Ordnance Factories	2000—2250

NOTE (i).—The junior and senior time scales of pay are as indicated in APPENDIX V to this notification.

NOTE (ii).—The scales of pay mentioned above are subject to revision on the basis of orders which may be issued by Government in pursuance of the recommendations of the 2nd Pay Commission.

APPENDIX V

Junior and Senior scales of pay prescribed for Officers of Indian Ordnance Factories Service, Class I

Year of Service as AWM/TSO or above*	Junior Scale AWMs/TSOs	Senior Scale Sr. AWMs/Sr. TSOs, WMs/ DADGOFs.
1	2	3
1.	350	
2.	350	
3.	380	
4.	380	
5.	410	
6.	440	600
7.	470	640
8.	500	680
9.	530	720

1	2	3
10.	560	760
11.	590 E.B.	800
12.	620	840
13.	650	880
14.	680	920
15.	710	960
16.	740	1000
17.	770	1000
18.	810	1050
19.	850	1050
20.		1100
21.		1100
22.		1150

NOTE 1.—*Includes period of service on probation.

NOTE 2.—Minimum for direct recruits on completion of probation will be Rs. 410, but further increment will not be granted until they complete five years of service.

NOTE 3.—The scales of pay mentioned above are subject to revision on the basis of orders which may be issued by Government in pursuance of the recommendations of the Second Pay Commission.

K. RAJAGOPALAN, Under Secy